

DOA Administrative Letter No. 03-2

To: County Managers

Subject: County Aging Services Data and County Budget Instructions

Date: February 14, 2003

The Division of Aging is making available materials to be provided to the lead agency for coordination of the Home and Community Care Block Grant (HCCBG) in your county. You have received the **SFY 02-03 County Data Packet** through Administrative Letter 03-1. The county data packet should be provided to the HCCBG lead agency by the first week of March.

The **Home and Community Care Block Grant Instructions, along with HCCBG formats**, are available through the Division's website at www.dhhs.state.nc.us/aging. In the website, access *County Budget Instructions for the Home and Community Care Block Grant* under the Topic Index. Block Grant instructions are unchanged from last year. Note that on page 18 of instructions emphasis is continuing to be placed on cost development for services. Service providers must provide lead agencies with service cost computation worksheets and labor distribution schedules along with their service summaries, as specified on pages 11 and 18 of the Block Grant instructions.

The Division is placing particular emphasis this year on in-home aide services costing more than \$20.00 per unit. Service providers must be able to fully justify unit cost in excess \$20.00 per unit and lead agencies are expected to utilize technical assistance from the area agency on aging in approving these costs.

The Block Grant instructions reflect the current USDA meals supplement rate of \$.5975. The Division of Aging has not received full funding for meals supplement because Congress has not yet authorized the FY 03 federal budget. The Division may need to adjust rates for SFY 02-03 and 03-04 when full FY 03 funding is awarded to the State.

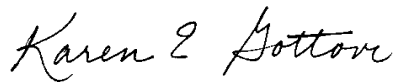
SFY 03-04 Allocations

The Division cannot allocate SFY 03-04 HCCBG funding until Congress authorizes the FY 03 federal budget and the State is awarded full funding for Older Americans Act programs. We hope that allocations can be provided by mid-March. Indications are that FY 03 Older Americans Act funding will be largely unchanged from current funding. SFY 03-04 state funding will reflect resources currently available. Any revisions to allocations that may be required due to actions by the General Assembly will take place after the General Assembly authorizes the SFY 03-04 budget.

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Please contact your area agency on aging director with any questions concerning the Home and Community Care Block Grant.

Sincerely,

A handwritten signature in black ink that reads "Karen E. Gottovi". The signature is written in a cursive, flowing style.

Karen E. Gottovi, Director
Division of Aging

KEG/ghc

Attachment

cc: Area Agency on Aging Directors
 Chairs, County Board of Commissioners (letter only)
 County Department of Health Directors (letter only)
 County Department of Social Services Directors (letter only)
 Local Aging Services Providers (letter only)
 DOA Staff